



ANGELO STATE UNIVERSITY

Purchasing Office | ASU Station #11010, San Angelo, TX 76909

Texas Comptroller of Public Accounts
Attn: Statewide HUB Program
1711 San Jacinto Blvd.
Austin, Texas 78701

RE: Supplemental Summary Letter

Angelo State University, agency # 737, made a good faith effort to reach the HUB goals in Fy16; however, we had multiple turnovers and challenges throughout the fiscal year. The Director of Purchasing, Travel & the HUB Coordinator retired after 30+ years. The new Director of Purchasing, Travel and HUB Coordinator, as of 2/16/16, is currently training on policies and procedures of Angelo State University and learning the policies/procedures for the HUB program. In addition, as the new HUB Coordinator, I and the new HUB assistant coordinator are trying to meet department heads, the Small Business Development Department, etc. to discuss HUB opportunities in San Angelo. During the course of several discussions, it came out that many departments were not submitting proper information regarding HUB bids received, so numbers may have been skewed in prior years/quarters. Moreover, a new Director of Facilities, Planning & Construction, as of April, started with no prior state experience and/or HUB experience. He has attended a training session regarding HUB purchasing program and I referred him to the recent construction HUB fair in Austin. Given that construction will increase this fiscal year, we are looking for HUB Construction opportunities to improve. Moreover, the HUB staff is working to set up a mentor program with the ASU Small Business Development Center to help increase HUB numbers in San Angelo and the surrounding counties. Since Angelo State University (ASU) is not located close to a metropolitan area and with only 48 certified HUB's in Tom Green County it is difficult to increase our HUB participation. Since ASU is not located close to a major city, we are usually always quoted shipping charges that make the quoted prices higher than a local non-HUB vendor. Due to the budget constraint that the University is under, we are currently awarding bids to vendors with the lowest price as long as they are the best value for the university, and most of the time when a HUB is contacted for a competitive price, they tend to be higher than the non-HUBs.

A handwritten signature in blue ink that reads "Michelle Michaelis".

Michelle Michaelis
Director of Purchasing, Travel &
HUB Coordinator